

Commonwealth of Massachusetts  
**Division of Professional Licensure**  
239 Causeway Street ☐ Boston, MA 02114  
www.mass.gov/dpl/boards/el

**Board of State Examiners of Electricians**  
**(617)727-9931**

**Previous License Information**

Ex. No \_\_\_\_\_  
Date of Ex \_\_\_\_\_  
Result of Ex \_\_\_\_\_

**New license information**

Board Meeting Date \_\_\_\_\_  
Date of Certificate \_\_\_\_\_  
No. of Certificate \_\_\_\_\_

**Application for Master Electricians License from Corporate transfer**  
**Application Shall Be Printed In Ink and Filled out By the Applicant**

I \_\_\_\_\_, residing at No \_\_\_\_\_ Street,  
(Print full name)  
in the City/Town of \_\_\_\_\_ and license holder of corporate license number \_\_\_\_\_, hereby  
make an application for the said license to be withdrawn from \_\_\_\_\_  
about to carry on business under the name and style of \_\_\_\_\_  
at \_\_\_\_\_  
(No. and Street) (City or Town) (State) (Zip code)

Telephone \_\_\_\_\_

hereby make application for a Master Electrician Certificate in accordance with the provisions of Chapter 14I of the General Laws,  
and I make the answers to the following questions a part of this application.

How long a resident of Massachusetts \_\_\_\_\_ Date of Birth \_\_\_\_\_ (SSN) \_\_\_\_\_

**Pursuant to M.G.L c. 62C, s. 47A, the Division of Professional Licensure is required to obtain your social security number and forward it to the Department of Revenue. The Department of Revenue will use your social security number to ascertain whether you are in compliance with the tax laws of the Commonwealth.**

1. How many years experience have you had in the electrical business? \_\_\_\_\_
2. In what capacity? \_\_\_\_\_
3. Where did you learn the electrical business? (Give names and addresses of employers and dates employed)  
\_\_\_\_\_  
\_\_\_\_\_
4. Is the electrical business your principal business?  
\_\_\_\_\_
5. Give the names and addresses of two persons for whom you have worked during the past five years, with dates employed.  
Include your present employer  
\_\_\_\_\_  
\_\_\_\_\_

- Submit copy of dba name with this application if so registered in city or town.

**Please Complete Reverse Side of Application**

**Note: Each application shall be accompanied by a fee of**

**\$203.00**

6. List any licenses/certifications you hold in the United States or any country or foreign jurisdiction and the state/jurisdiction from which the license/certification was originally issued. Please attach a copy of your each current license indicating the status.

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7. Has any disciplinary action been taken against you by a licensing/certification board located in the United States or any country or foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_

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8. Are you the subject of pending disciplinary actions by a licensing/certification board located in the United States or any country or foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_

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9. Have you ever voluntarily surrendered or resigned a professional license to a licensing/certification board in the United States or any country or foreign jurisdiction? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_

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10. Have you ever applied for and been denied a professional license in the United States or any country of foreign jurisdiction?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please state the details (use a separate sheet if necessary): \_\_\_\_\_

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11. Have you ever been convicted of a felony or misdemeanor in the United States or any country or foreign jurisdiction?

Yes \_\_\_\_\_ No \_\_\_\_\_

The Board is certified by the Criminal History Systems Board [ID# MAREG G] to access data about convictions and pending criminal cases. Those records—and other Federal and professional records—may be checked as part of your licensing process. No records are automatic disqualifiers; you will be given an opportunity for a limited appearance before the Board.

12. I certify, under the pains and penalties of perjury, that the information I have provided pursuant to this application for licensure is truthful and accurate. I understand that the failure to provide accurate information may be grounds for the Board of State Examiners of Electricians in Massachusetts to suspend or revoke a license issued to me in accordance with Massachusetts Law. I further attest that, pursuant to M.G.L.c.62C, s. 49A., to the best of my knowledge and belief, I have filed all state tax returns and paid all state taxed required by law.

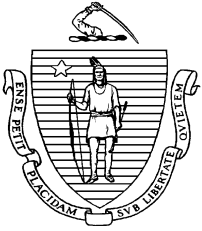
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(Signature)

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(Date)

**Note: Each application shall be accompanied by a fee of \$203.00**



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**Instruction Sheet for Transfer of License**

**Master or Systems Contractor Corporation application**

1. Application must be filled out in ink and in the handwriting of the qualifying officer, must be legible and each question must be answered completely.
2. Clerk's certificate on the back side of application must be filled out by the clerk of the corporation showing the names and addresses of all officers of the corporation. (Licensee must be an officer of the company)
3. A copy of the corporation Articles of Organization Stamped by Secretary of State's office shall be submitted together with the application in all instances.
4. A copy of a Foreign Certificate (if it is an out of State Corporation) as filed with the Secretary of the Commonwealth of Massachusetts shall be submitted together with the application. (Stamped copy as being deposited with the Secretary of State's office.)
5. A copy of a change in the corporation's Corporate Officers as filed with the Secretary of the Commonwealth of Massachusetts shall accompany the application if a new qualifying officer is being substituted in place of the previous qualifying officer. (Stamped copy as being deposited with the Secretary of State's Office)
6. The Articles of Organization as filed with the Secretary of the Commonwealth shall state that the corporation is "incorporated to conduct or engage in the electrical contracting and installation work, including but not limited to Alarm Systems" (For Electrical Companies). Or "incorporated to conduct or engage in the Fire Warning and Security Systems installation work" (For strictly Alarm companies). If not, an amendment to the Articles of Organization shall be filed with Secretary of the Commonwealth of Massachusetts and a copy shall accompany the original Articles of Organization.
7. The Qualifying officer of the corporation shall submit a letter addressing the Board requesting that the Board grant the corporation a license on the basis of a previous examination he or she has passed.
8. A fee of \$203.00 made payable to the Commonwealth of Massachusetts shall accompany the application (Do not send cash)
9. The Master or Systems Contractor original and current wallet license of the qualifying officer shall be surrendered with the application. In the case of a lost or stolen license a sworn affidavit statement must be submitted in place.
10. **Limited Liability Corporation** – Proof of minimum insurance coverage (\$50,000.00) or more multiplied by the number of individual licensees employed by or who are officers of the LLC or in aggregate of one-hundred fifty thousand dollars (\$150,000.00) or more multiplied by the number of individual licensees employed by or who are officers of the LLC by deposit in trust or in bank escrow of cash, bank certificates of deposit, or United States Treasury obligations; or a bank letter of credit or insurance company bond.

- An LLC or LLP must notify the Board within five (5) business days if its insurance coverage is cancelled or otherwise interrupted.

### **Master or Systems Contractor Partnership application**

1. Partnership agreement form shall be filled out and signed by each partner.
2. A copy of the partnership agreement shall be submitted with the partnership application.
3. Qualifying officer of the partnership shall submit a letter addressing the Board requesting that the Board grant the partnership a license on the basis of a previous examination he or she has passed.
4. A fee of \$203.00 made payable to the Commonwealth of Massachusetts or the Board of State Examiners of Electricians shall accompany the application (Do not send cash)
5. The original (8x11) certificate (if one was never issued state so) and pocket size wallet license of the qualifying license shall be surrendered to the Board Office with the application.
6. **Limited Liability Partnership** - Proof of minimum insurance coverage (\$50,000.00) or more multiplied by the number of individual licensees employed by or who are partners of the LLP or in aggregate of one-hundred fifty thousand dollars (\$150,000.00) or more multiplied by the number of individual licensees employed by or who are partners of the LLP by deposit in trust or in bank escrow of cash, bank certificates of deposit, or United States Treasury obligations; or a bank letter of credit or insurance company bond.
  - An LLC or LLP must notify the Board within five (5) business days if its insurance coverage is cancelled or otherwise interrupted.

### **Individual Master or Systems Contractor transfer out application**

1. A letter shall be submitted with the individual application by the qualifying officer notifying the Board as to the date the said officer withdrew from the corporation.
2. For a partnership the qualifying officer of the partnership must send a letter with the application to the Board stating the date the partnership dissolved signed by all partners.
3. Qualifying officer shall submit a copy of the dissolution papers as stamped by the Secretary of the Commonwealth of Massachusetts. If the corporation is not dissolved, then the individual shall submit his or her individual application together with the new qualifying officer's corporation application.
4. Licensee shall write a letter requesting the Board to grant an individual Master or Systems Contractor license on the basis of a previous examination he or she has passed.
5. An issuing fee of \$203.00 made payable to the Commonwealth of Massachusetts shall accompany the application. (Do not send cash)
6. The original and current wallet licenses of the corporation or partnership shall be surrendered to the Board with the application.

**The Board meets every fourth Monday of the Month. Applications must be in the Board office at least two weeks prior to the Board meeting date. Any applications not in compliance with the instructions stated, will be returned or may be held pending receipt of all proper documentation.**

